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Influence of professionalism and competence in public administration

Democratic and legal state building, decision of thorny political and socio-economic problems requires permanent attention to professional development of public servants. In fact, the prospects of development of Ukraine depend on its competence and professionalism, new thinking and ability to work in modern conditions.

The selection of persons for working in public service should be done based on tasks of subdivision that is divided into certain parts that is fastened after separate positions. These clearly certain positions requirements are criteria for the selection of workers and estimation of their activity. At such approach workers choose for determine positions with clearly certain and relatively by stable duties and requirements to knowledge, skills, psychical and physiological person's characteristics.

System reformation conditions of public administration the same procedure can't guarantee efficiency of work of state department in case of change of certain plenary powers or same structural reorganization. Therefore, in the process of study of internals candidate on position it is important to be oriented on a certain potential capabilities, business and professional qualities that can be effectively used for implementation of the determined tasks. Process of estimation follows to account social and psychological features of every worker, related to his innate properties as personalities and acquired

during work because of co-operating with other members of collective. Each of the marked structures influences on behavior of man and on his professional activity.

Servants' professional and business qualities from the point of view of personal management closely constrained to follows: motivational options are related to the desire and possibility to work fruitfully, the same as the emotionally-psychological state is related to the culture and ethics of civil servant, in fact workers of public establishments always must be polite and not rude the visitors or consumers of administrative services. Education closely constrained with a competence because studies are basis of professionalism and competence, the factors of health are represented on quality of work of personality and influence on the emotionally-psychological state and motivation. In every case determination of these internal's depends on the choice of job by servants; situations that arise up in everyday work in that or other position; conflicts; motivations to the change work; innovations that is related to the changes of descriptions of labour environment; table of contents, forms and methods of acquisition of corresponding knowledge and skills of profession of public servants; their professionally-qualifying descriptions.

As a separate part for the estimation of business and professional lines of public servants there must be analysis of specific professional competence of public servants. Legal competences of public servants are formed in the process of base professional preparation that touches the basic fields of law and is based on skills of professional application in the different spheres of activity. Economic competence is differentiated depending on specialization of public servants and within the limits of general for all level that should include the estimation of ability to apply the comparative analysis of basic economic conceptions. Sociological competence is related to realization of conception of social structure of modern society, dynamics and influence of servants on political and socio-economic processes. Psychological and sociological competence is founding for effectiveness of communication of contacts when it is necessary to understand people, their interests, reasons and intentions, find individual approach to them. Administrative competence includes knowledge of management methods,

valued-orientation adjusting, complex management, development of creative potential, labour motivation and others like that.

The analysis of maintenance of work of servants showed the extraordinarily wide amount of different references and practical tasks decided by means of technological functions. Main among them is: control-analytical, organizationally-administrative and informatively-communication. Every group has the having a special purpose reference-points, principles and certain sets of the social technologies accumulated by practical experience, that provide successful realization of tasks in different typical social situations. Knowledge and abilities capture must be substantial for base professional preparation of servants and to equal requirements to the internal's of servants and must become founding for the estimation of work of servants and selection of candidates on certain positions in public structure.

Professionalization is the important condition of development of public service in Ukraine: proof society requirement in a public management, forming of specific complex of labour functions and professional standards; instituanalization of labor relations, development of institutes of individual professionalization, foremost professional studies. Professionalism is a process passing of psychological and sociological personality changes and takes place during the protracted implementation the man's duties that provide qualitatively new and more effective level of decision of difficult professional tasks in the limit terms.

The personal-activity paradigm of professionalism is based on system of ideas about stay of personality in professional activity, gained a foothold in science and practical activity [1]. Professional possibility based on integration of all multilevel structure of personality with innate and purchased capabilities, by internalss in a labour process, professional environment and corresponding methods of activity and competence.

In Ukraine use normative models that take into account the personality factor of professional activity up to a point. It, first of all, professiogram is empiric determined description of features of certain type of labour activity that contains corresponding requirements to the worker. The structure of професіограми includes morphological description of activity, psychologram and sociogram [1, 2, 3]. Other model, professionally-

qualifying description that practically doesn't operate the measurable indexes of professional possibility and from the point of view of evaluation of professionalism is a greater degree leans against an educational standard.

Forming of structural and logical connections between the functions of public structure is an organizational and professionally-post structure, corresponding labour processes and activity of servants in position gives an opportunity to distinguish the base complex of labour functions and account all list of works, their complexity, collateral subordination, structure of working connections within the limits of that link of labour process. Description of professional activity in the workplace in terms of labour operations gives an opportunity to build the model of professional activity, adequate to define requirements to work in position in terms of profile of competences, and also to apply the complex of diagnostic methods for the evaluation of professional possibility – profile of competence.

Efficiency of activity of the state and results of implementation the economic and social functions it is determined by the system and structure of bodies of all branches of power, and also by quality composition of potential. At determination of primary purposes of public service it is necessary start from the point that government service must create the objective system in relation to an exposure and selection of people for work in a state structure, and for this purpose it is necessary to define the order of selection, advancement, stimulation and accordance of servants.

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